

I. Family and Medical Leave

The County complies with all applicable requirements of the Family and Medical Leave Act (FMLA).

1. Employees are eligible if they have worked for Washington County for at least one year, and for 1,250 hours over the previous 12 months.
2. FMLA unpaid leave may be taken for up to 12 weeks for any of the following reasons:
 - a. For the birth and care of a newborn, or for adoption or foster care placement.
 - b. To care for the employee's spouse, son, daughter or parent with a serious health condition.
 - c. When a serious health condition makes the employee unable to work.
3. Military FMLA unpaid leave may be taken as follows:
 - a. Qualifying Exigency Leave. Up to 12 weeks of leave for a qualifying exigency if an employee's spouse, son, daughter, or parent in the National Guard or Reserves is called in support of a contingency operation.
 - b. Military Caregiver Leave. Up to 26 weeks of leave to care for a covered service member on active duty who has a serious injury or illness incurred in the line of duty.
4. An employee must use all accrued PTO, compensatory time, and EIB leave before using unpaid leave while on FMLA leave. All such paid leave is part of the FMLA leave total and all FMLA-eligible leave is charged against the FMLA leave total.
5. FMLA leave will not cause loss of any employment benefit that accrued before the leave began.
6. The calendar year is the current basis for determining FMLA eligibility. However the County retains the right to change the eligibility period if it is determined to be in the County's best interest.
7. Employees are required to provide advance notice and medical certification as described below:
 - a. An employee should ordinarily provide thirty (30) days advance notice when the leave is foreseeable.
 - b. Advance certification is required to support a request for leave because of a serious health condition. A second or third opinion may be required (at County expense). Failure to provide timely certification will result in denial of leave. Periodic recertification may be required.
 - c. A fitness certification may be required in order to return to work at the conclusion of the FMLA leave period.

8. During FMLA leave, the County maintains employee health coverage and employees pay their regular portion. If approved, the County may advance the employee portion during FMLA leave and deduct it from wages when the employee returns to work.
9. Upon return from FMLA leave, an employee will be reinstated to the same, or an equivalent position, unless the employee would have been discharged for reasons unrelated to the leave of absence.
10. The County will not interfere with, restrain, or deny the exercise of any right provided under FMLA. The County will not discharge or discriminate against any person for opposing a practice made unlawful by FMLA or being involved in any FMLA-related proceeding.
11. The United States Department of Labor is authorized to investigate and resolve FMLA complaints.